

Certificate of Operation (COA) Application Processing System (CAPS) Access Request Form

The Certificate of Waiver or Authorization (COA) Application Processing System (CAPS) is a web application developed in support of the Federal Aviation Administration (FAA) Modernization and Reform Act of 2012 (FMRA), PL 112-95, § 333 & 334. The FMRA directs the FAA to safely integrate Unmanned Aircraft Systems (UASs) into the National Airspace System (NAS). CAPS provides an interactive online application process to request a COA for a specific flight operation, or a blanket COA, which permits nationwide flights under standard restrictions.

In order to gain access to CAPS and complete an application, please complete this form and submit to 9-AJV-115-UASOrganization@faa.gov and allow at least 1 to 2 business days for processing. For questions about this form, send an email to 9-AJV-115-UASOrganization@faa.gov.

If you are not sure about which type of waiver or authorization is needed for your UAS operation, please visit www.faa.gov/uas.

Section 1: General Information

| | |
|------|------|
| Date | Name |
|------|------|

| |
|---------------------|
| Public/Civil Entity |
|---------------------|

| | |
|-----------|-------|
| Telephone | Email |
|-----------|-------|

Is requester a contractor for a public entity? Yes No If Yes, proceed to Section 2. If No, proceed to Section 3.

Section 2: Contractor Requests

Contractors must submit this form along with a signed letter from the authorizing agency for public requests.

Example #1: This letter is to authorize (Contractor Name), of (Company Name), (Company Address), on-line access to the (Public/Civil Entity) COA documents and process.

Example #2: This letter is to authorize (Contractor Name), of (Company Name), (Company Address), on-line access to the (Public/Civil Entity) COA documents, process, and to serve as the primary point of contact in all COA matters.

Section 3: Permissions

I am requesting the ability to draft, update, and commit COAs on behalf of the (Public/Civil Entity) listed above. I will be applying for Civil and/or Public COAs (Public COAs require a letter of declaration)

Section 4: UAS Operation(s)

Area of Responsibility (AOR)

In this section please indicate the county and state where the UAS will operate.

Provide us with a reason why you are using a UAS.

Example #1: I will submit COA applications for the (Name of University) which is developing a UAS program to address law enforcement and emergency response applications.

Example #2: I am a UAS operator and the UAS Tier 1 Projects Officer for Marine Corps Systems Command and will be conducting flight demonstrations for VIP visitors. (SES and Flag officers). I will need to establish an account in order to create COA requests.

Example #3: I will submit COA applications for the (Name of University) which is developing a UAS program for the purpose of research and development. Initially research efforts will focus on agricultural applications but eventually will move into other areas of UAS technology development and applications.

Example #4: I just started working UAS Airspace issues for the Air Force Special Operations Command. I will need to establish an account in order to create COA requests.